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19 OCT 1964

MEMORANDUM FOR: Deputy Director for Support

SUBJECT : Current Interest Items

1. Early Retirement

The draft regulation was revised to include minor changes conforming to the language of the Act and redistributed 14 October. The Assistant Deputy Director for Plans met with us on 15 October to discuss certain points with the result that the following additional changes are being made:

a. Rewording of the paragraph on the CIA Retirement Board to provide clearly for a larger number of members from the Directorates most concerned than from others.

b. Inclusion of paragraph requiring the Director of Personnel to obtain the recommendation of the Deputy Director having career jurisdiction, or of the Head of the individual's Career Service, on designation of participants and retirement. This had been intended but had not been explicitly stated in each case.

The General Counsel has notified us that BOB has indicated that their coordination must precede coordination with the House and Senate Committees. This requirement will probably prolong the total time required to clear the regulations externally. Any external coordination is suspended until authorized by the Director.

A suggested Employee Bulletin announcing Presidential approval of the bill was prepared and forwarded to your office. Also, memoranda were sent to the Deputy Directors seeking their nominations for Board members.

A form for obtaining and acting upon the proposed designation of participants has been drafted and will be referred to the ad hoc coordinating group for comment during the week of 19 October.

2. Foreign Languages

The Chief, Plans and Review Staff has discussed informally with OTR representatives a proposed study of our foreign language capability with the objective of making appropriate recommendations concerning the establishment of EOD foreign language requirements and for requiring or encouraging foreign language study.

The study as planned will be made in four phases:

a. Analysis of existing foreign language capability as reflected in qualifications records: how many employees claim or have demonstrated proficiency in various languages; distribution of these employees by Career Service and other pertinent factors.

b. Tighten up on the language testing program.

NO CHANGE IN CLASS. ☐

☒ DECLASSIFIED

NEXT REVIEW DATE:

AUTH: HR 70-2

DATE: 16/03/88

018995

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GROUP 1
Excluded from automatic downgrading and declassification

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SUBJECT: Current Interest Items

c. Attempt to establish or estimate actual requirements for foreign language proficiency.

d. Formulate proposed policies.

3. Fund Drive

As of close of business 16 October 1964, [REDACTED] cards had been returned with [REDACTED] pledges totaling \$121,089.70 -- 87 per cent of our goal. 25X9A2

4. Exercise Room

Participation during the period 12 - 18 October was up 18 from the previous week, 157 compared to 139. Of the 157 participants, 96 used the room between 9:30 a.m. and 4:30 p.m., and 45 used it between 4:30 p.m. and 9:30 p.m.

We have a total of 22 IOU's on hand - a new high. Collections were \$3.51 short of the \$54.95 we should have collected. We are going to contact individuals when we have had their IOU's ten days or longer.

/s/ Emmett D. Echols

Emmett D. Echols
Director of Personnel

Distribution:

0 & 1 - Addressee

1 - IG

X - D/Pers Subj

1 - D/Pers Chrono

OD/Pers/[REDACTED] (19 October 1964)

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